



STBG: Transportation Alternatives
non-infrastructure Application for
FFY 2023 & 2024 Study(ies) Projects

SRTS Study for Paradise Honors Elementary and Middle Schools

Surprise

**APPLICATIONS ARE DUE VIA E-MAIL TO srts@azmag.gov BY
10:00 a.m. Monday, November 4, 2019**

SRTS Study for Paradise Honors Elementary and Middle Schools Sponsored by Surprise

PART A - MAG MEMBER AND LOCAL AGENCY CONTACT INFORMATION

1. MAG Member Agency Contact Information (applicant):

Select the Local Agency Name from the drop down box below. Once the agency name is selected, the other contact information will automatically populated. Please contact Margaret Herrera at MAG if the contact information generated is incorrect. Manually type in your Mailing Address in the last field at the bottom of Section 1 below. (See the note at the bottom)

MAG Member Agency	Surprise
Contact Name	Martin Lucero
Phone Number	(623) 222-3142
E-Mail Address	martin.lucero@surpriseaz.gov
Mailing Address	16000 N. Civic Center Drive, Surprise, AZ 85374

2. Local Agency Contact Information (Joint Application):

Applications that include Studies for one or more schools located either in part or entirely in another jurisdiction must be endorsed by that local agency. Please select the Endorsing Local Agency below and obtain their signature(s) to complete Part E. Please select up to three (3) Local Agency (endorsing agency) name(s) by selecting from the drop down box provided next to "Local Agency". Once the Local Agency is selected, the appropriate contact information will automatically populate for you based on your selection. (See Note below)

Local Agency Contact #1	Local Agency:	
	Contact Name:	
	Phone Number:	
	E-mail Address:	
Local Agency Contact #2	Local Agency:	
	Contact Name:	
	Phone Number:	
	E-mail Address:	
Local Agency Contact #3	Local Agency:	
	Contact Name:	
	Phone Number:	
	E-mail Address:	

Note: Applications for SRTS Studies can include more than one school. A joint application for schools located in multiple jurisdictions are acceptable only if endorsements are provided from all MAG local agencies where the schools are located.

Enter Project Title Here Sponsored by CHOOSE A PROJECT SPONSOR

PART B - PROJECT INFORMATION

1. Project Development Determination:

Does the school(s) or school district(s) have policies that prohibit students from biking or walking to school, or that mandate busing? If the answer to this question is "YES" and a process to change these policies cannot be completed prior to November 4, 2019, this project cannot qualify for funding through the MAG STBG: Transportation Alternatives Non-infrastructure SRTS program.

☐ YES
☒ NO

If "Yes", please explain any plans currently underway to change these policies, including a timeline and deadline for achieving this:

N/A

2. Project Programming Timeframe:

Are you applying for a multi-year project?

☐ YES
☒ NO

If yes, check the appropriate boxes for each year of this funding request:

☒ FFY2023
☐ FFY2024

3. Project Scope:

The main deliverable of a SRTS study will be production of walking/biking route to school maps. Please indicate the range of scope proposed for the project using the drop down box provided. (Choose One)

New Study & Maps☒
Update Study & Maps☐
NEW Data☐
Walk/Bike Maps ONLY☐

4. School Profile(s):

(Maximum Evaluation Points: 5) Type in school name and use drop down boxes provided for the other information to the right of the school name. If you indicated "Walk/Bike Maps ONLY" in Section 2 above and more than four (4) schools will be included, "unhide" rows 33-86.

Please provide the school name(s):	Title 1? (Yes/No)	# of Students Enrolled	Estimated # Currently Walking/Biking	*Public or Non-Profit (Yes/No)
Paradise Honors Elementay School	Yes	750	120	Yes
Paradise Honors Middle School	Yes	600	90	Yes

*Is this a public or other school funded through a nonprofit organization? (Yes/No) - if "Yes" see Part D, Required Attachments for charter and other non-public schools that are not for profit. If "No", proposed projects at this school are not eligible for funding through the MAG STBG: Transportation Alternatives Non-infrastructure SRTS program.

5. Five E's:

(Maximum Evaluation Points: 20)

a. New and Updated SRTS Studies:

All approved studies will be administered through MAG On-call consultant contracts. The scope will incorporate and address the Five E's: Engineering, Enforcement, Education, Encouragement and Evaluation. Please acknowledge, by entering your initials below, that you have downloaded and reviewed the template SRTS study scope of work and are aware of the time and effort required by agency staff, school and district administration. Proceed to Part B Section 6.

Enter Initial Here:

mf

b. Walk/Bike Maps and Data Collection ONLY Applications:

As part of implementing existing SRTS programs, data collection may be necessary and walking/biking route maps may need to be periodically updated. An application for walking/biking routes maps or data collection ONLY projects should demonstrate the existing efforts that incorporate the Five E's. Please indicate "Yes" or "No" next to each 'E' that is included in your existing program and provide a brief two line description of how the existing program being implemented incorporates the associated 'E' in the space provided to the right.

Engineering		The SRTS Program Manager will work with the City Traffic Engineer and schools to identify and improve/repair crosswalks, sidewalks, bike lanes, signage, flashing beacons, and other ped/bike facilities.
Enforcement		The SRTS Program Manager will work with the Surprise Police Department to increase compliance with traffic laws and reinforce safe behaviors around the schools. Ensure crossing guards have the proper training and safety equipment
Education		The SRTS Program Manager will work with school staff and city staff to design and conduct training sessions to teach students how to be safe walkers and bicyclists, rules of the road, etc. Pamphlets and safety items may be distributed.
Encouragement		The SRTS Program Manager will work with school staff and city staff to design and conduct encouragement activities such as Walking School Bus, Ped/Bike Safety Awareness Campaigns, participation in International Walk to School Day,
Evaluation		The SRTS Program Manager will work with school staff and city staff to design and conduct periodic Student Travel Tally, Parent Survey, and walkability audits to gauge the effectiveness of various SRTS programs in terms of numbers of

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PART B - PROJECT INFORMATION (CONT'D)

6. Stakeholder Identification: (Maximum Evaluation Points: 25) Implementation of successful SRTS projects require that a team of individuals who have a stake in the safety and health of school children to participate collectively to carryout strategies of a comprehensive SRTS framework. Please select "X" from the drop down box provided next to each type of stakeholder identified or already participating in existing programs. Points will be given for how many types of stakeholders are identified or already participating in addition to the local agency and school staff already identified in this application.

Parents ☒ Crossing Guards ☒ Businesses ☐ Elected Officials ☒ Community Groups ☒

7. Safety Criteria: (Maximum Evaluation Points 50) Applications must demonstrate the proposed projects potential of addressing the safety of children walking and biking to school; or estimated exposure and conflict. Exposure will be expressed as the maximum school crossing volume and conflict will be demonstrated through a comparison of the crossing volume, estimated vehicle volume and posted speed. If you are completing this application for more than one school, you will enter information for the ONE location where the most amount of children cross.

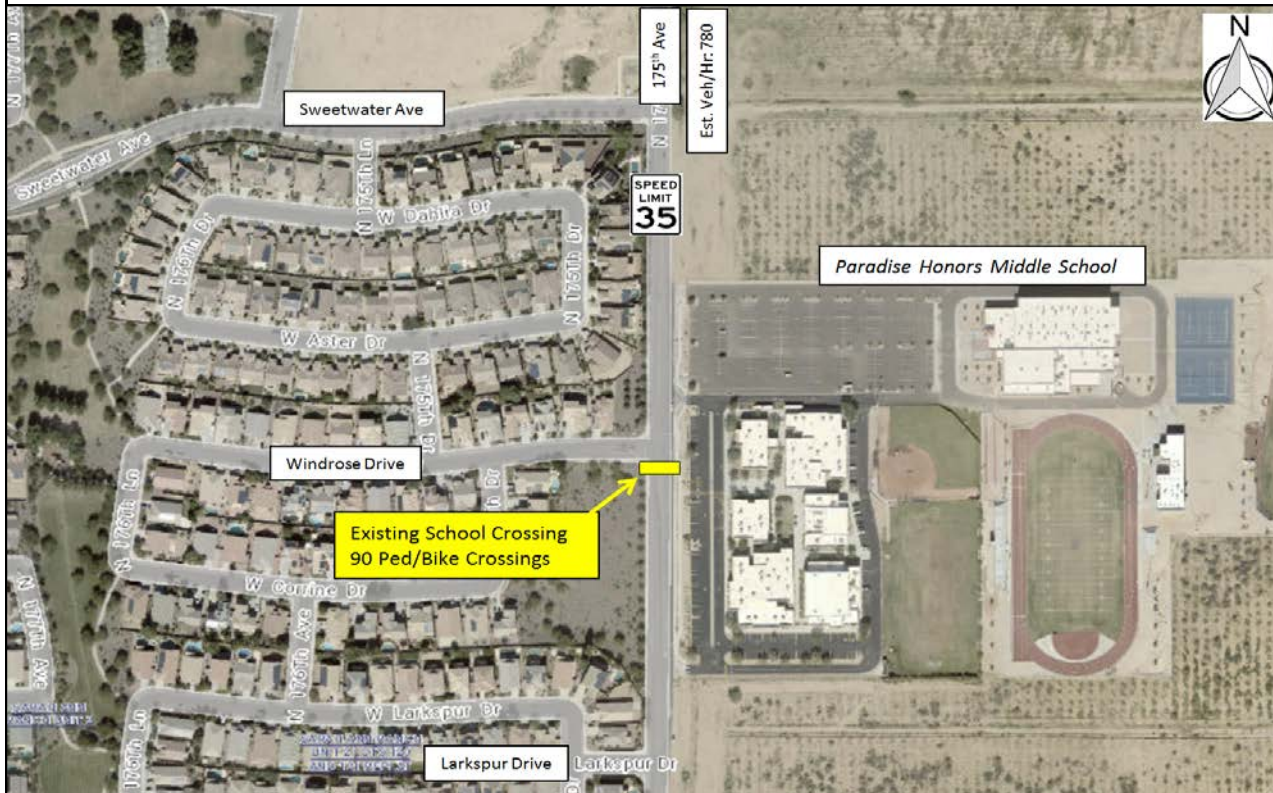
a. What are the problems your project will address? List only your problems, NOT your solutions. (400 characters or less)

175th Avenue is a residential collector (~6,000 ADT) and is the only roadway available to access PHMS. PHMS currently has 3 driveways on 175th Avenue and all students who walk or bike must also enter and exit via the middle driveway. Parcels north and the south of the school have not yet been developed, therefore, no walking or biking facilities have been constructed on the east side of the roadway. Numerous housing projects are being developed around the school and traffic volumes are expected to increase significantly.

b. Select the number of lanes in each direction and posted speed from the drop down boxes provided. The estimated vehicle volumes/hr (based on HCM method for number of lanes in an Urban conditions) will automatically populate. Type in the estimated number of walk/bike crossings at the location most crossed at the peak period (am or pm whichever is greater).

Number of Lanes (directional)	1	→ Exposure	→ Conflict
1 Estimated veh/hr	780		
2 # of ped/bike Crossings	90		
3 Posted Speed	35		

c. Insert a map of the location described in Section 7b below. **Label** the school walking/biking boundary, school name and location, street names and the crossing location. Include a north arrow and insert the numbers from 7b.1-3 above for a visual demonstration of the information provided for the maximum crossing location.



Please provide a detailed cost estimate for this project. See FHWA Transportation Alternatives Non-Infrastructure guidance at the following link http://www.inwa.dot.gov/environment/safe_routes_to_school/guidance/ (*Live link provided outside the print area of this row in the Excel form*). In addition, since Study type projects are administered by MAG, the Local Funds (5.7%) demonstrated below, is the amount of in-kind services to be provided by local agency staff, school staff, or any other non-elected official staff, involved in tasks associated with the study or development of maps.

~~Inappropriate Use of SRTS Funds~~

PART C - NON-INFRASTRUCTURE SAFE ROUTES TO SCHOOL STUDIES COST ESTIMATE FORM										
Sponsoring Agency:	Surprise	Project Title:	SRTS Study for Paradise Honors Elementary and Middle Schools							
Project Programming Year: FY2023										
Item Description	Unit	Quan.	Unit Price	Total	Federally Eligible	Federal Funds (94.3%)	Local Funds (5.7%)	Other	Note(s)	
New SRTS Study for each school	EA	2	\$ 41,600.00	\$83,200	Yes	\$ 78,457.60	\$ 4,742.40			
	EA			\$0	Yes	\$ -	\$ -			
	EA			\$0	Yes	\$ -	\$ -			
	EA			\$0	Yes	\$ -	\$ -			
	EA			\$0	n/a	\$ -	\$ -			
Total Project Costs FY2023				\$83,200		\$ 78,457.60	\$ 4,742.40	\$ -		
Project Programming Year: FY2024										
Item Description	Unit	Quan.	Unit Price	Total	Federally Eligible	Federal Funds (94.3%)	Local Funds (5.7%)	Other	Note(s)	
	EA			\$ -	Yes	\$ -	\$ -			
	EA			\$ -	Yes	\$ -	\$ -			
	EA			\$ -	Yes	\$ -	\$ -			
	EA			\$ -	Yes	\$ -	\$ -			
				\$ -	n/a	\$ -	\$ -			
Total Project Cost FY2024				\$ -		\$ -	\$ -	\$ -		

PART D - SIGNATURE(S):

As the MAG member agency's official, I hereby certify that this application is accurate and complete, and that the project will be included in the MAG member agency's local budget if the program is selected for federal funding.

Signature:

Name:

Michael Frazier

Title:

City Manager

Date:

11/4/2019

Note: All below signatures indicate an agreement in principle and a partnership on this project between the MAG member agency and the signing organizations. Endorsing Local Agency signature is only required if this applications includes schools in two jurisdictions.

Endorsing Local Agency Contact Signature (required):

Signature of contact(s) listed in Section 2 in Part A. Unhide rows 16-30 for more than one Endorsing Local Agency signatures and 37-56 for more than one School Official (up to five).

Signature:

Name:

N/A

Title:

Organization:

Date:

School Site Official (required):

Signature:

Name:

Bridget Duzy

Title:

Principal

Organization:

Paradise Honors Middle School

Date:

11/6/2019

Signature:

Name:

Mrs. MacWilliams-SeKoch

Title:

Principal - K-2nd

Organization:

Paradise Honors Elementary School

Date:

11.6.19

Signature:

Name:

Mrs. Gonzales

Title:

Principal - 3rd-5th

Organization:

Paradise Honors Elementary School

Date:

11-6-19

School District Administration:

Signature:

Name:

Patrick J. Schrader

Title:

Executive Director

Organization:

Paragon Management, Inc.

Date:

6 of 7

11-6-19

Part E:

Attachments

Letters of Support (required)

501 c (3) Documentation (If applicable)



CITY OF SURPRISE
16000 N. CIVIC CENTER PLAZA
SURPRISE, AZ 85374
T. 623•222•1000

October 30, 2019

Ms. Margaret Boone
Safe Routes to School
Maricopa Association of Governments
302 North First Avenue, Suite 300
Phoenix, AZ 85003

RE: City of Surprise Non-Infrastructure Transportation Alternatives Safe Routes to School Applications

Dear Ms. Boone;

It is my please to support the City of Surprise's Non-Infrastructure Transportation Alternatives Safe Routes to School (SRTS) funding requests. Paradise Honors Charter School serves approximately 700 and 600 students, respectively. A great deal of students are from low income families and require federal, state or local assistance.

As a Councilmember in District 5, I firmly support this grant application. I trust that you also recognize the need for Paradise Honor Charter Schools. The SRTS studies and support activities would be important tools for parents and children who need to access safer streets, sidewalks, bike lanes, and crosswalks from their homes to the school. I certainly hope that you find these important projects worthy of funding.

Thank you in advance for your consideration. If I can provide any additional information, please do not hesitate to contact me at 623.222.1300.

Many Thanks,

A handwritten signature in blue ink, appearing to read "David Sanders", is written over a faint, circular, light-blue watermark or seal.

David Sanders
Councilman, District 5
City of Surprise



CITY OF SURPRISE
16000 N. CIVIC CENTER PLAZA
SURPRISE, AZ 85374
T. 623•222•1000

October 30, 2019

Ms. Margaret Boone
Safe Routes to School
Maricopa Association of Governments
302 North First Avenue, Suite 300
Phoenix, AZ 85003

RE: City of Surprise Non-Infrastructure Transportation Alternatives Safe Routes to School Applications

Dear Ms. Boone;

It is my please to support the City of Surprise's Non-Infrastructure Transportation Alternatives Safe Routes to School (SRTS) funding requests. Paradise Honors Charter School serves approximately 700 and 600 students, respectively. A great deal of students are from low income families and require federal, state or local assistance.

As a Councilmember in District 3, I firmly support this grant application. I trust that you also recognize the need for Paradise Honor Charter Schools. The SRTS studies and support activities would be important tools for parents and children who need to access safer streets, sidewalks, bike lanes, and crosswalks from their homes to the school. I certainly hope that you find these important projects worthy of funding.

Thank you in advance for your consideration. If I can provide any additional information, please do not hesitate to contact me at 623.222.1300.

Many Thanks,

Patrick Duffy
Councilman, District 3
City of Surprise

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **JAN 20 2000**

PARAGON MANAGEMENT INC
C/O JACK M CAUDLE
15533 W PARADISE LANE
SURPRISE, AZ 85374-5851

Employer Identification Number:
86-0911513
DLN:
17053288027009
Contact Person:
JOSEPH LAUX ID# 31077
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Form 990 Required:
Yes
Addendum Applies:
Yes

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(ii).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

Letter 947 (DO/CG)

PARAGON MANAGEMENT INC

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

The law requires you to make your annual return available for public inspection without charge for three years after the due date of the return. You are also required to make available for public inspection a copy of your exemption application, any supporting documents and this exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are made widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form

PARAGON MANAGEMENT INC

990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

We have sent a copy of this letter to your representative as indicated in your power of attorney.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

Steven T. Miller

Steven T. Miller
Director, Exempt Organizations

Enclosure(s):

Letter 947 (DO/CG)

Paragon Management, Inc.
86-0911513

Addendum

If you should loose your charter from the state of Arizona, you will need to contact the Internal Revenue Service to determine what effect, if any, this will have on your exempt status under section 501©(3) of the Code, and your foundation status under section 509(a)(1) and 170(b)(1)(A)(ii) as a school.